

**(DRAFT)**

**MINUTES**

**STATE BOARD OF EXAMINERS OF SHORTHAND REPORTERS**

**MAY 21, 2012**

The State Board of Examiners of Shorthand Reporters convened at 8:45 a.m. in Room-117 at the State Office Building, 165 Capitol Avenue, Hartford, CT 06106.

Board Members Present: John Brandon, Shorthand Reporter, Chairperson  
Patricia Masi, Shorthand Reporter  
Christine M. Mannix, Shorthand Reporter  
Kathleen J. Kowalyshyn, Attorney

Board Members Absent: None

Board Vacancies: One Shorthand Reporter  
One Public Member

Board Counsel Present: None

DCP Staff Present: Nelson Leon  
Anthony Santoro, Esq.

Public Present: Cheryl DiNero Gant  
Dolores Falzarano  
Denise Mancini  
Tracy Gow, President CT Court Reporters Association

**Note:** The administrative functions of the Boards, Commissions and Councils are carried out by the Department of Consumer Protection, Occupational and Professional Licensing Division. For information contact Richard M. Hurlburt, Director at (860) 713-6135 or Fax: (860) 706-1255.

**Agency Website:** [www.ct.gov/dcp](http://www.ct.gov/dcp) **Division E-Mail:** [dcp.occupationalprofessional@ct.gov](mailto:dcp.occupationalprofessional@ct.gov)

Chairperson Brandon called the meeting to order at 8:45 a.m. Christine M. Mannix was sworn-in by Attorney Santoro as a newly appointed Shorthand Reporter member.

The minutes from the February 27, 2012 meeting were reviewed. Attorney Kowalyshyn made a motion to accept the minutes, Ms. Masi seconded, and all were in favor.

### **APPLICATIONS**

**Dawn M. Matera, New Fairfield, CT** – The Board voted unanimously to deny Ms. Matera’s application due to lack of required credentials demonstrating that she has successfully passed the National Court Reporters Association examination or an examination which is substantially similar in order to qualify her for the shorthand reporters license.

**Laura A. Regan, Derby, CT** – The Board voted unanimously to deny Ms. Regan’s application due to lack of required credentials demonstrating that she has successfully passed the National Court Reporters Association examination or an examination which is substantially similar in order to qualify her for the shorthand reporters license.

**Cheryl Grant, Glastonbury, CT** – Ms. Grant was previously licensed as a shorthand reporter on 1/1/99 via the CT Grandfather Clause and her license has lapsed on 12/31/01. Ms. Grant is asking the Board to consider her experience and training outlined within her correspondence dated April 10, 2012 in order to renew her CT shorthand reporters license. The Board suspended the regular meeting at 9:55 a.m. and went into Executive Session from 9:55 a.m. to 10:05 a.m. The regular meeting reconvened at 10:05. After further review and discussion on this matter, the Board voted unanimously to deny reinstatement of Ms. Grant’s license and is requiring Ms. Grant to provide required credentials demonstrating that she has successfully passed the National Court Reporters Association examination or an examination which is substantially similar in order to qualify her for the shorthand reporters license.

## **NEW BUSINESS**

Ms. Gow expressed concern about shorthand reporters licensees who let their license lapse for an extended period of time, including licensees who were grandfathered in without the requirement of examination credentials. Ms. Gow feels that those particular individuals should be required to demonstrate that such person has successfully passed the National Court Reporters Association examination or an examination which is substantially similar in order to retain their shorthand reporters license.

Ms. Gow said that all shorthand reporters license applications should be subject to review for approval or denial by the Board to make certain all applicants are compliant with the shorthand reporters Statutes and Regulations.

Ms. Gow is requesting that DCP conduct a full continuing education audit annually to make certain all licensees are compliant with the shorthand reporters Statutes and Regulations.

Mr. Brandon asked if there was any new business to be conducted and, there being none, motion to adjourn made by Ms. Masi, seconded by Attorney Kowalyszyn, all in favor. Meeting adjourned at 10:12 a.m.

### **2012 Meeting Schedule**

**8:30 a.m. in Room-117 at 165 Capitol Avenue, Hartford, CT**

**February 27 – Monday**

**May 21 – Monday**

**August 27 – Monday**

**November 26 – Monday**

Respectfully submitted,

Nelson Leon  
Board Secretary

**The next meeting of this Board is scheduled for Monday, August 27, 2012 at 8:30 a.m. in Room-117**